This document is intended for the administration of tamoxifen diets to rodents. This SOP template provides general guidance on the minimum expectations for laboratories when working with Tamoxifen diets. It is the responsibility of the PI to provide training and guidance on the lab-specific requirements for their experiments. **This SOP should have an accompanying Chemical SOP for laboratory procedures and practices.** This SOP must be attached to the IACUC protocol and made available to Animal Care Services staff upon request.

The Investigator and Laboratory Staff are **required to notify Animal Care Services** **2 business days prior to the start** of any experiments involving toxic, hazardous, or potentially hazardous chemical in animals.

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| Agent Name (s) | | Tamoxifen diets | | | | |
| IACUC Number(s) | |  | | | | |
| Investigator Name(s) | |  | | | | |
| Procedure Author | |  | | | | |
| Creation Date | |  | Review Date(s) |  | Revision Date(s) |  |
| Name of Responsible person | |  | | | | |
|  | **This standard operating procedure (SOP) is for animal work involving:** | | | | | |
| Chemicals used in animals   * Examples: Perfusions, toxic or hazardous drugs, pesticides, reproductive toxins.   Investigational and/or Novel Compounds with limited, or no toxicity data available   * Examples: Pharmacokinetic studies   Nanoparticles   * Examples: Iron oxide nanoparticles, etc. | | | | | | |
|  | **Risk Identification:** *Identify potential safety hazards*.  Carcinogen  Sensitizer  Irritant  Acute Toxicity – Harmful  Acute Toxicity – Fatal Single Dose  Germ Cell Mutagen  Reproductive Toxicity  Target Organ Systemic Toxicity: Single Exposure  Target Organ Systemic Toxicity: Repeated Exposure  Other: pregnant women, lactating women or women who are attempting to conceive are advised not to handle tamoxifen, contaminated cages or chow; Tamoxifen is a selective estrogen receptor modulator (SERM) and represses actions of estrogen or have pro-estrogen effects.  **Exposure Limit**: Click or tap here to enter text. | | | | | |
|  | **EH&S Training Requirements**  List the general and laboratory-specific training required. | | | | | |
|  | Laboratory Specific Training (provided lab manager or PI)  Hazardous Waste Management Training  Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | |
| **Procedures for Handling and Disposing Equipment and Animals Administered a Chemical Hazard** | | | | | | |

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|  | Outline the process for transporting toxic, or hazardous, chemicals/drugs to Animal Care Services (ACS) Rooms, include the packaging information. Add any additional, laboratory specific steps below.   * Food bags must be labeled with the name of the product, hazard, and expiration date. * Transportation of tamoxifen chow to Animal Housing locations must be done in a non-breakable, hard sided container within a secondary container or an unopened container from the manufacturer. * Container must be labeled with the PI’s name and contact information. * If you are storing the chow in ACS space, please contact the facility manager at least 2 business days in advance for guidelines. |
|  | Transportation of Animals exposed to Chemicals  If applicable, outline the steps to transport animals administered chemicals to and from locations.  Transportation of animals should be limited while being fed tamoxifen food. Transportation of animals should be limited between administration and the first cage change, 72 hours after removal of the food. If they must be moved before the clear date has past and a cage change has occurred, they must be transported in their home cage, within a secondary container (e.g. sterilite bin) that contains small airholes, and placed on a cart. |
|  | Are hazardous materials excreted by animals?  Yes  No  Unknown  If yes, in:  Urine  Feces  Other: excess food will end up in bedding  Clear Time (if applicable): 72 hours post removal of tamoxifen diet and cage change |
|  | **What Engineering Controls will be used to minimize exposures to these hazards in Animal Care Service Rooms?**  Biosafety Cabinet  Animal Transfer Station  Static caging  Negative pressure ventilated caging  Positive pressure ventilated caging  Other: Click or tap here to enter text. |
|  | **What Personal Protective Equipment is required during handling of animals during and after administration? (Only complete if hazardous materials are being excreted by animals. If not being excreted, standard ACS specified PPE is required.)**  Supplied by ACS: *select all that apply*  Gown  Boufant Cap  Face shield/ Safety goggles/ Safety glasses  Goggles (not supplied by ACS)  Surgical mask  Gloves  Double gloves  N-95 respirator (not supplied by ACS)  Other: Click or tap here to enter text. |
|  | If hazardous materials are excreted, how will the bedding and waste be labeled prior to disposal?  Not Applicable  Chemical; Non-Regulated Waste for incineration  Chemical; Regulated Waste for disposal through EH&S Hazardous Waste  Nanoparticle; Non-Regulated Waste for incineration  Nanoparticle; Regulated Waste for disposal through EH&S Hazardous Waste  Other: Bedding and food should be collected for incineration. |
|  | How animal carcasses are be disposed of?  Incineration  Other: Click or tap here to enter text. |

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| **Approval**  *Standard Operating procedures must be approved by the Principle Investigator*. | |
| *PI (name, signature, date)* | |
| Comments |  |